

Minutes of the Board of Directors Meeting

The Society for Investigative Dermatology

May 7, 2014

Albuquerque, New Mexico

In attendance: Paul Bergstresser, MD (President), Russell Hall, MD (Secretary-Treasurer), Alice Pentland, MD (Secretary-Treasurer), S. Wright Caughman, MD (President-Elect), Lynn Cornelius (Vice President-Elect), Alexa Kimball, MD/MPH, Andrew Kowalczyk, PhD, Anu Mathur, MD/PhD, James T. Elder, MD/PhD, Martin Weinstock, MD/PhD, Lisa Beck, MD, Barbara Gilchrest, MD, Maranke Koster, PhD, Janet Fairley, MD, Richard Gallo, MD/PhD, Joyce Rico, MD, Anthony Oro, MD/PhD, Thomas Kupper, MD, Elizabeth Blalock, Rebecca Minnillo, DM/MPA, and Jim Rumsey.

Guests: Stephen Ottogalli, Stephen Katz, MD/PhD, John Seykora, MD/PhD, David Margolis, MD/PhD, and Anthony Gaspari, MD

President Paul Bergstresser, MD, called the meeting to order and thanked the group for their attendance. He asked the assembled group to provide introductions of themselves for the benefit of new members and guests.

Minutes

President Bergstresser asked for an approval of the minutes from the fall 2013 Board of Director's meeting. No changes to the minutes were asked for. A motion to approve the minutes was made, seconded, and approved. He then reviewed the President's Report/Executive Committee deliberations from the previous seven months. It was explained that most of the topics were incorporated into the agenda for the day.

Conflict of Interest (COI)

Russell Hall, MD, Secretary-Treasurer, reviewed the SID COI statement and asked if any Board member had a conflict to declare. No declarations were made.

Governance

President Bergstresser introduced the reports from the SID standing committees.

Dr. Bergstresser reviewed the recent history of the recent search for a new Secretary-Treasurer (to join Alice Pentland and replace Russell Hall). A motion to accept the committee's nomination of Richard Gallo was made, seconded, and unanimously approved.

Alice Pentland, MD, Secretary-Treasurer, spoke about the ongoing activities of the Publisher Search Committee. As Chair of the committee, Dr. Pentland offered insight into the interview process that was held the day before with the committee and select publishers. President Bergstresser asked for a motion to negotiate a publishing contract with Oxford University Press (OUP) with Elsevier as a backup plan in the event discussions with OUP were to fail. The motion was seconded and unanimously approved.

Andrew Kowalczyk, PhD, spoke about the Membership Committee's ongoing activities, which included discussion items regarding strategies associated with membership retention and recruitment.

President Bergstresser reviewed the list of new members of the SID. He asked for a motion to approve the slate of prospective members. The motion was seconded and unanimously approved.

Dr. Hall reviewed the submitted progress report from the Chairs of the Committee on Scientific Programs. Both he and Dr. Pentland spoke about the current activities of the committee and its significance of the work to the Annual Meeting, which would soon be under way.

Dr. Hall provided an update into the activities of the Committee on Education, again highlighting the makeup of the committee and various subcommittees and projects associated with them.

Annual Meeting/Educational Programming

Dr. Hall, Dr. Pentland, and Jim Rumsey, SID Executive Director, Chief Operating Officer, spoke about the ongoing preparations for the 2014 SID Annual Meeting in Albuquerque. A large topic of conversation dealt with the construction issues associated with the meeting venue and how they were being addressed in time for the Annual Meeting.

The group also reviewed the upcoming scientific programming content for the meeting.

Dr. Pentland and Rebecca Minnillo, DM/MPA, talked about the plans for the 2014 Resident/Post-Doc Retreat, the addition of a Junior Faculty Retreat, and updates regarding the 2014 Academic/Industry Partnership Program (AIPP).

Mr. Rumsey reviewed the potential options for the 2019 SID Annual Meeting. After reviewing the pros and cons of many of the cities presented, the Board asked Mr. Rumsey to investigate a few other cities and report back on his findings at the fall 2014 Board meeting.

Finance

Drs. Pentland and Hall and Mr. Rumsey reviewed the fiscal projections for year 2013. Based on the figures discussed, a surplus for the year was to be actualized.

Dr. Hall reviewed the proposed 2013 surplus and the various allocation paths that could be used for the surplus. A motion was made to allocate 50% of the final surplus to reserves, 25% to Educational Programs funds, and the remaining 25% to various Named Lecture funds. The motion was seconded and unanimously approved.

Development

Dr. Hall and Dr. Pentland presented a recap of fundraising efforts for the 2014 Meeting, 2013 efforts, and the Named Lecture campaign and plans for attracting sponsorships for the 2014 Meeting. Dr. Hall, Dr. Pentland, and Dr. Minnillo answered questions from the group.

Alliances/Collaborations/Advocacy

Special guest Stephen Katz, MD/PhD, from NIAMS, spoke to the assembled group about current matters and projects associated with NIAMS and the NIH. Dr. Katz entertained questions from the Board as well.

Dr. Pentland talked about the activities and partnership proposals between the Dermatology Foundation and the SID. Progress is slow, but hopeful for future collaborations.

Dr. Pentland and Dr. Minnillo told the group that many of the Patient Advocacy Groups would have a presence as well as being visible at the Annual Meeting.

Dr. Pentland and Mr. Rumsey provided updates regarding the two groups managed by the SID (Association of Professors of Dermatology and Medical Dermatology Society).

Dr. Pentland reviewed the most recent progress report from the organizers of the Montagna Biology of Skin meeting, for which the SID contributes travel fellowship grants.

Dr. Pentland reviewed the collaboration efforts between the SID and the American Physician Scientists Association (APSA). Current projects include SID members' participation at the APSA Annual Meeting as roundtable chairs and potential mentors and the providing of travel grants for APSA members to attend the SID Annual Meeting.

Dr. Pentland also reviewed the ongoing discussions with the ESDR and JSID about the new endeavor (ISID), designed to allow other member groups to participate as stakeholders in future IID Meetings. Topics included the status of the Memorandum of Understanding (MOU), fiscal models that could be used, and addressing governance issues.

Journal Related

Barbara Gilchrest, MD, JID Editor, gave her Editor's report. Topics in the report included information regarding an upcoming workshop in China that several JID editors would be attending, a single-sign-off COI, JID staffing changes, JID promotion, and certain features contained within the JID. Dr. Gilchrest and Elizabeth Blalock (JID Managing Editor) answered inquiries from the board.

Dr. Hall reviewed the year-end 2013 financial report provided by Nature Publishing Group (NPG). The projected royalty back to the JID (above and beyond the guaranteed royalty) was going to be \$261,463.

Special guest Stephen Ottogalli from NPG also made the board aware of developments from a Publisher's perspective. Topics included information on the Impact Factor, JID Connector, RTMS statistics, an NPG reader survey, Web traffic, and new article features. Mr. Ottogalli took questions from the Board as well.

Miscellaneous

The Board met in Executive Session.

Upon completion of the Executive Session, a motion to end the Board of Directors meeting was made, seconded, and approved.

Minutes of the Board of Directors Meeting

The Society for Investigative Dermatology

October 3, 2014

Chicago, IL

In attendance: S. Wright Caughman, MD, Alice Pentland, MD, Richard Gallo, MD/PhD, Alexa Kimball, MD/MPH, Mark Udey, MD/PhD, Janet Fairley, MD, Cheng-Ming Chuong, MD/PhD, Maranke Koster, PhD, Andrew Kowalczyk, PhD, Fang Liu, PhD, J. T. Elder, MD/PhD, David Margolis, MD/PhD, Joy Rico, MD, Anthony Oro, MD/PhD, Anthony Gaspari, MD, Lisa Liu, MD/PhD, Jim Rumsey, Rebecca Minnillo, DM/MPA, Elizabeth Blalock

Via conference call: Martin Weinstock, MD/PhD, and Barbara Gilchrest, MD

Governance

President S. Wright Caughman called the meeting to order and then opened the meeting with welcoming comments. A motion to approve the meeting minutes from the Spring Board Meeting in Albuquerque was made, seconded, and approved.

Dr. Caughman asked the Board if anyone had any conflict of interest declarations to make or amend. There were none stated.

Dr. Caughman provided a brief review of the President's Report, indicating that the majority of the material contained in the report would be covered at various points of the Board Meeting.

Alexa Kimball, Chair of the Audit Committee, provided a recap of the report from her committee's meeting with the SID Auditing firm of Record (Donovan, Klimczak, and Co.). After review and discussion of the report, a motion to accept the report was made, seconded, and unanimously approved.

Tony Gaspari, Co-Chair of the Committee on Scientific Programs, reviewed the ongoing progress of the committee's work throughout the summer and fall. Dr. Gaspari indicated that he was pleased with the progress of the planning so far and thanked members of the SID staff for their help and support.

Alice Pentland, MD, talked about the continued efforts of the Committee on Education to hone their charges and missions. The committee is now charged with working on non-abstract driven content for the meeting and has made great efforts toward providing content for the 2015 Annual Meeting.

Dr. Caughman spoke about the Committee on Nominations report (and recommendations) toward filling vacancies soon to be available on the SID Board. Dr. Caughman asked if there were any nominations from the floor. With no nominations made, a motion to approve the slate as listed was made,

seconded, and unanimously approved.

Dr. Caughman started the discussions on voting new members into the various SID standing committees. After discussion, the following people were selected to the following committees:

- Lloyd Miller, MD/PhD, and Kevin Wang, MD/PhD, to Committee on Scientific Programs
- Heidi Kong, MD, and Todd Ridky, MD, to the Committee on Education
- Lisa DeLouise, MD, to Committee on Membership
- Robert Swerlick, MD, to the Finance Committee

Dr. Caughman reviewed the slate of members to populate the Committee on Honorary Membership. A motion to approve was made, seconded, and unanimously approved.

Dr. Caughman brought a request to the Board about issuing a Presidential Citation to Dr. Howard Baden at the 2015 SID Annual Meeting in honor of his service to the SID as well as his long career in dermatology. The Board agreed and plans would be made to provide this honor to Dr. Baden.

Both Dr. Caughman and Alice Pentland talked to the Board about the ongoing discussions under way with the International Society for Investigative Dermatology (ISID). Dr. Pentland talked about the need for crafting membership guidelines and requirements. After much thoughtful discussion with the Board, a motion was made to approve the payment of the equivalent of 10,000 Euros to the ISID organization to help fund travel and website-related expenses. The motion was seconded and unanimously approved.

Dr. Pentland and Barbara Gilchrest, MD (JID Editor), updated the Board on the progress of the Committee to Select a Journal Publisher. Topics of discussion included the details regarding the Publisher interview process and subsequent conversations since the time of the meetings in Albuquerque. A motion was made to empower the SID Executive Committee to have authority to finalize the ongoing contract negotiations involving Oxford University Press (OUP). The motion was seconded and unanimously approved.

Journal Related

Dr. Gilchrest and Elizabeth Blalock (JID Managing Editor)

reviewed their Editor's Report for the group. Topics of discussion included the outcomes from a recent Chinese workshop that a number of JID personnel were invited to speak at, the Cells to Surgery online quiz, and activities as a part of the Research Techniques Made Simple (RTMS) project.

Dr. Gilchrest, J.T. Elder, Lisa Liu, Fang Lui, Cheng-Ming Chuong, and Ms. Blalock were asked to spearhead efforts in improving communications and gauging future interest from Chinese dermatologists and local societies in being more of a part of SID activities.

Educational Programs

Dr. Caughman reviewed the 2014 Annual Meeting survey and the comments associated with the recent meeting in Albuquerque. The Board agreed to be mindful of the comments made and to address many of the items in future meetings.

Co-Chair of the Committee on Scientific Programs Tony Gaspari reviewed the preliminary scientific program for the 2015 Meeting. Items discussed included the line-up of Named Lecture and State-of-the-Art Plenary speakers, abstract categories and timelines, and the meeting venue.

Andrew Kowalczyk spoke about the perceived outcomes of the changes to the Annual Meeting that came from the Annual Meeting Task Force (and implemented at the 2014 Meeting). Many of the changes were met with success and others will need time to refine and execute in better fashion.

The Board discussed having the Committee on Scientific Programs take abstracts that are submitted to the 2015 Meeting and make suggestions to the Board on which themes would fit well into the Poster Roundtable sessions that will be held during the next meeting.

Dr. Pentland reviewed the outline of the Resident and Post-Doc Retreats that are currently being planned for the Atlanta meeting. Follow-up for the inaugural Junior Faculty Retreat is being discussed.

Richard Gallo (Secretary-Treasurer) and Jim Rumsey (Executive Director, Chief Operating Officer) reviewed with the Board the city/venue options for the 2019 Annual Meeting. Previous Executive Committee calls had asked to have a larger and smaller (2nd tier) city presented to the board for approval to begin contract negotiations. Dr. Gallo and Mr. Rumsey talked about a site inspection that had occurred the previous day at the Chicago Hilton and how the space looked at would work for a meeting of the SID's size. The "smaller" city of Cleveland was also presented as an option. After review of potential space and contract parameters, the Board authorized the staff to continue discussions and contract negotiations with the Chicago Hilton as the venue for the 2019 SID Annual Meeting.

Finance

Janet Fairley, Chair of the Committee on Finance, reviewed with the Board her committee's report from their recent conference call. Dr. Fairley and Mr. Rumsey spoke about the 2014 Budget YTD numbers, as well as a line-by-line breakdown of the figures proposed for the 2015 Budget. After much discussion by the assembled group, a motion was made to approve to accept the committee's recommendation that the budget as presented be approved. The motion was seconded and approved unanimously.

Discussion was also had regarding the raising of Active Dues rates beginning in Fiscal Year 2016. A motion to approve the Active Member dues rate from \$250 to \$300 was made, seconded, and approved unanimously.

The board also discussed the annual funding of a Career Research Award through the Dermatology Foundation. With the SID budget for 2015 not at breakeven, the conversation of whether to temporarily suspend the annual contribution was had. A motion to not fund the awards for Fiscal Year 2015 was made, seconded, and approved with one abstention.

Development/Fundraising

Rebecca Minnillo, Executive Director, Chief Program and Development Officer, spoke to the group about the development efforts on behalf of the SID for the year. Her comments include details about amounts raised for the Annual Meeting, Retreats, Educational Programming, and general support.

Outreach Related

Dr. Caughman spoke about the various outreach activities with partners like the American Medical Association (AMA), American Academy of Dermatology (AAD), and the NIH.

Dr. Caughman also reviewed the ongoing management of the Association of Professors of Dermatology (APD) and the Medical Dermatology Society (MDS) by the SID staff as well as their respective activities.

Martin Weinstock spoke with the group about the Latin American session that occurred at the 2014 Annual Meeting as well as the follow-up activities that have occurred since that session.

Dr. Pentland reviewed with the group those provided travel grants to both the upcoming ESDR and JSID Annual Meetings as a part of the Young Investigator Collegiality Awards program that has been providing travel grants to the ESDR and JSID for the past few years.

Dr. Kowalczyk talked about the ongoing advocacy efforts that the SID is partaking in and if those efforts would be mutually collaborative with concurrent efforts under way at Emory University (Dr. Kowalczyk's lab location). The Board felt that

this was a valued idea worth exploring and began to identify potential people and advisers to be a part of the efforts.

Strategic Planning

As a part of future planning, the Board held discussions in the development of fundraising strategies with an eye on the IID2018 Meeting (to be held in Orlando, Florida). The Executive Committee agreed to begin putting an action plan in place and regularly consult with the Board to update progress and/or get guidance.

Efforts to attract and retain membership were another topic of discussion. Many ideas were circulated among the group and the staff would look at the viability (in terms of time, cost, and ability to execute, etc.) of these items and report back to the Executive Committee (and the Board) on what is discovered.

New Business

Dr. Caughman notified the Board that the building that houses the administrative office was recently sold and is slated to be turned into apartments. A small amount of space within the building would be still used for commercial use, and the staff was looking at various options, which included moving to a different floor, or the need to move to another location. The Board would be kept apprised of the situation as more information was known.

Other

The Board met in Executive Session.

With no further business to discuss, a motion to adjourn was made, seconded, and unanimously approved.

Table 1. Attendance at Annual Meeting

Year	Attendees
1988	600
1989	1,200
1990	930
1991	960
1992	1,058
1993	1,131
1994	1,217
1995	1,282
1996	1,316
1997	1,206
1998	1,911
1999	1,230
2000	1,159
2001	1,368
2002	1,266
2003	1,898
2004	1,554
2005	1,475
2006	1,530
2007	1,443
2008	1,528
2009	1,142
2010	1,346
2011	1,350
2012	1,339
2013	2,400
2014	1,208
2015	1,127

Table 2. Membership, 2001–2014

	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Active	1,201	1,178	1,167	1,188	1,150	1,146	1,152	1,054	1,033	1,050	1,118	1,172	943	1,058
Patron	219	214	211	205	207	221	276	266	228	126	89	75	60	67
Individual	33	37	24	29	0	0	0	0	0	0	0	0	0	0
Corporate	10	7	1	1	3	3	3	4	2	2	2	2	3	2
ESDR/SID	40	41	39	41	42	46	66	67	71	65	66	66	70	52
Residents/ Fellows	117	109	108	130	110	120	150	146	141	123	123	106	318	199
Honorary	47	47	50	46	48	47	47	48	53	58	48	53	57	59
Life member	24	24	21	24	28	30	30	31	12	29	53	47	37	32
Total membership	1,691	1,657	1,621	1,664	1,588	1,613	1,724	1,616	1,540	1,453	1,499	1,521	1,488	1,469
New members included in above figures	130	130	122	155	164	160	188	188	121	129	102	323	196	177

Table 3. Balance Sheet as of December 2014

Income	
Dues	\$343,740
Registration fees	\$562,800
Interest income	\$2,316
Journal income	\$1,188,546
Other income	\$483,248
Contributions	\$38,827
Total income	\$2,619,476
Expenses	
SID office	\$330,807
JID office	\$797,785
Annual Meeting	\$695,577
Committees	\$134,316
Other expenses	\$562,321
Total expenses	\$2,520,806
Net income (loss)	\$98,670

Table 4. Income statement for year ending December 31, 2013

Assets	
Cash and cash equivalents	\$961,326
Investments in marketable securities	\$2,170,408
Royalty receivable	\$368,398
Prepaid expenses	\$108,895
Deposits	\$0
Property and equipment net of accumulated depreciation	\$0
Total assets	\$3,609,027
Liabilities	
Unearned revenue	\$340,048
Accounts payable	\$387,831
Net assets	
Unrestricted	\$780,624
Temporarily restricted	\$2,100,524
Net assets	\$2,881,148
Total liabilities and net assets	\$3,609,027

The Society for Investigative Dermatology Statement of Financial Position, December 31, 2013.

Table 5. Current cash assets, December 31, 2001–2014 (continued on next page)

	2014	2013	2012	2011	2010	2009	2008	2007
Operating fund	\$1,185,461	\$742,597	\$1,307,527	\$1,061,683	\$837,604	\$514,664	\$784,752	\$1,366,464
Named funds								
Beerman	\$94,747	\$87,183	\$76,119	\$69,211	\$70,753	\$64,380	\$48,742	\$74,937
Blank	\$87,017	\$80,093	\$68,196	\$60,143	\$61,481	\$54,675	\$41,742	\$62,922
Montagna	\$111,262	\$101,064	\$82,987	\$74,388	\$76,570	\$70,326	\$52,481	\$92,981
Kanof	\$82,031	\$76,338	\$59,645	\$54,202	\$61,657	\$56,187	\$45,211	\$69,247
Gigli	\$415	\$480	\$545	\$610	\$675	\$740	\$805	\$935
Stone	\$90,508	\$91,256	\$92,513	\$90,179	\$89,157	\$89,012	\$89,146	\$85,146
Farber	\$434,915	\$379,712	\$291,930	\$254,786	\$267,437	\$255,102	\$211,302	\$319,103
Kligman/Frost	\$45,141	\$45,069	\$45,009	\$53,335	\$53,161	\$51,665	\$46,807	\$45,820
Miscellaneous	\$224,382	\$191,996	\$85,346	\$66,622	\$19,150	\$0	\$0	\$0
JID Fund	\$1,143,094	\$1,005,776	\$767,461	\$663,469	\$660,449	\$576,840	\$443,577	\$701,061
Total	\$3,498,973	\$2,801,565	\$2,877,279	\$2,448,626	\$2,198,093	\$1,733,591	\$1,764,565	\$2,818,616

Table 5. Current cash assets, December 31, 2001–2014 (continued)

	2006	2005	2004	2003	2002	2001
Operating fund	\$1,212,928	\$781,140	\$842,375	\$747,517	\$342,510	\$233,353
Named funds						
Beerman	\$78,151	\$70,778	\$68,473	\$63,965	\$57,500	\$65,741
Blank	\$64,200	\$57,044	\$58,520	\$56,016	\$49,489	\$55,961
Montagna	\$100,208	\$88,667	\$88,524	\$82,378	\$71,869	\$83,328
Kanof	\$72,392	\$64,339	\$62,594	\$58,759	\$54,389	\$63,421
Gigli	\$935	\$1,000	\$0	\$0	\$0	\$3,579
Stone	\$83,259	\$80,518	\$80,080	\$80,328	\$78,967	\$77,488
Farber	\$300,193	\$291,056	\$305,478	\$289,564	\$259,189	\$0
Kligman/Frost	\$0	\$0	\$0	\$0	\$0	\$0
Miscellaneous	\$0	\$0	\$0	\$0	\$0	\$0
JID Fund	\$703,792	\$605,856	\$663,254	\$639,573	\$632,979	\$734,180
Total	\$2,616,058	\$2,040,398	\$2,169,298	\$2,018,100	\$1,546,892	\$1,317,051